



Growing with Our Community

LEVITTOWN PUBLIC LIBRARY

1 BLUEGRASS LANE LEVITTOWN, N.Y. 11756-1292 (516) 731-5728 FAX (516) 735-3168
<http://www.levittownpl.org> Trina Reed, Director

AGENDA REGULAR BOARD MEETING 7:00 PM, WEDNESDAY, OCTOBER 6, 2021

Via Zoom - login information will be listed at: <https://www.levittownpl.org>

And in person – 1 Bluegrass Lane, Levittown, NY 11756; Meeting Room 1

- I. PLEDGE OF ALLEGIANCE
- II. CALL TO ORDER AND ROLL CALL OF MEMBERS PRESENT
 - A. Present:
- III. MOTION TO ENTER INTO EXECUTIVE SESSION FOR MATTERS OF CONTRACT AND PERSONNEL
- IV. RE-ENTER PUBLIC SESSION APPROX. 8:00 PM
- V. APPROVAL AND SIGNING OF MINUTES (September 1, 2021)
- VI. FINANCIAL REPORT OF THE LIBRARY
 - A. Monthly expenditures to be approved (General Fund, Imprest Account, Coffee Café Account & Withholding Account)
 - B. Monthly expenditures to be approved for Capital Projects Fund
 - C. Cash balance report: General Fund – \$5,123,990.44 & Capital Projects – \$645,517.71
 - D. Monthly expenditures to be approved for Central Library Fund
 - E. Central Library Fund spent to date for 2021: \$90,956.78 & Central Book Aid spent to date for 2021: \$6,341.00
 - F. Chase credit card monthly report
 - G. Request for tax funds from School District - \$655,641.00 – November 4, 2021
 - H. Motion to accept the 2021 Central Library Aid check in the amount of \$242,270.50
- VII. UNFINISHED BUSINESS
 - A. Construction update
 1. Interior/Exterior Renovation & Parking Lot Expansion Project
 - a. Lumar Doors Inc Change Order #4 - \$6,450.00
 - b. Specialty Construction System, Inc. Change Order #13 approved for \$2,800.00, updated \$800.00 added for window painting; total \$3,600.00
 - c. Specialty Construction System, Inc. Change Order #15 - \$8,700.00
 - d. LEB Change Order #18 - \$801.06
 - e. Pawling Corporation quote - \$5,584.00
 - B. Motion to reinstate Library fines
 - C. LED Sign (Closeout) - \$39,184.00
- VIII. PERSONNEL CHANGES
 - A. Motion to accept the Personnel Calendar

(turn over)

IX. COMMUNICATIONS

- A. Levittown Tribune Article
- B. Email from Frank McKenna

X. PERIOD FOR PUBLIC EXPRESSION

XI. DIRECTOR'S PROGRESS AND SERVICE REPORT

- A. Buildings and Grounds
- B. System development
 - 1. Member Library Director Meeting – Wednesday, September 15, 2021
 - a. Direct Access Charges
 - 2. NLS Board Meeting – Monday, September 27, 2021
 - 3. MLD Executive Board Meeting – Wednesday, October 6, 2021
- C. Public Service and Programs
- D. Miscellaneous
 - 1. Levittown Chamber of Commerce General Meeting – Wednesday, September 15, 2021
 - 2. Levittown Chamber of Commerce Board Meeting – Wednesday, October 6, 2021
 - 3. Levittown 75th Anniversary Parade

XII. COMMITTEE REPORTS

- A. Foundation Committee

XIII. NEW BUSINESS

- A. Motion to approve the Disposition of Equipment
- B. Motion to approve the Disposition of Records
- C. Circulation Policy
- D. National Library Week Proclamation
- E. Dell Quote - \$12,947.29
- F. Work-Study Program- MacArthur students
- G. LILRC Diversity Internship Program
- H. Bethpage Best of L.I. 2022 Vote
- I. Great Give Back and Toys for Tots

XIV. MEETINGS AND CONFERENCES

- A. LILRC 30th Annual Conference of Libraries & the Future: New Perspectives – Friday, October 8, 2021;
10:00 a.m. – 2:00 p.m. via Zoom
- B. 2021 NYLA Conference – November 3-6, 2021
- C. **Regular Board Meeting – Wednesday, November 10, 2021**
- D. **Regular Board Meeting – Wednesday, December 1, 2021**
- E. **Regular Board Meeting – Wednesday, January 5, 2022**

XV. ADJOURNMENT – Time
